

STATE OF CALIFORNIA

An Equal Employment Opportunity Employer - equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.



IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

INVITES APPLICATIONS FOR DEPUTY DIRECTOR DIVISION OF REHABILITATIVE PROGRAMS CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

***MONTHLY SALARY:
\$10,433**

PLEASE NOTE that the actual monthly compensation to be paid to the successful candidate will be determined with reference to the experience, knowledge, skills, and abilities of such candidate, and is further subject to budgetary constraints and considerations and will be at the discretion of the Governor's Office.

**FINAL FILING DATE:
Until Filled**

The Deputy Director reports to the Director, Division of Rehabilitative Programs (DRP) and is responsible for the oversight of the statewide rehabilitative programs for adult inmates and parolees and related supportive program services. Specifically, the Deputy Director, DRP provides oversight of the Office of Offender Services (OS), the Office of Correctional Education (OCE) and the DRP support units.

The DRP is responsible for implementing the California Department of Corrections and Rehabilitation's (CDCR) rehabilitative programs in a manner that is consistent with evidence-based principles. In doing so, DRP should follow the steps of the California Logic Model, as recommended by the Expert Panel. Under the guidance of the Director, the Deputy Director is responsible for ensuring that each of DRP's offices is operating efficiently and effectively; as well as operating within their budget; and coordinating, where appropriate, with other offices and divisions throughout the CDCR.

Typical duties include the following:

- Provide direct supervision to the Chief of Offender Services, Superintendent of OCE and the DRP Office of Program Accountability and Support Unit.

- Monitor the annual budget of each office within DRP, including activities with contract agencies, federal funding agencies and other State agencies.
- Direct the development of policies and procedures for the delivery of rehabilitative programs for offenders in state custody and on parole in accordance with applicable state requirements, labor market trends, current research and best practices. Evaluate and improve DRP policies, systems and program delivery, as appropriate.
- Work in collaboration with the Division of Adult Institutions and the Division of Adult Parole Operations to coordinate the placement of offenders into programs through an integrated approach that is consistent with evidence-based practices.
- Coordinate with the Office of Audits and Court Compliance, the Office of Research and other offices to determine compliance with law, policy and best practices; monitoring documents, evaluation tools, corrective action plans, and policies and procedures.
- Participate in efforts to obtain and sustain partnerships with various entities who contribute to inmate and parolee adult rehabilitative programs.
- Ensure that federal grants appropriate to CDCR's rehabilitation mission are identified, put before Cabinet for approval, application deadlines are met and the proposals are of high quality. Ensure that grants CDCR awards to local communities are administered properly, efficiently and effectively. Track all program grants to ensure that outcomes are achieved, and that reporting is done timely and completely.
- Represent the Department in front of the public, legislature, and other control agencies; attend conferences, symposiums and community events, regional and state-level events relating to providing rehabilitative programs throughout CDCR.
- May act for the Director in his/her absence.

DESIRABLE QUALIFICATIONS

- Significant leadership experience (3 to 7 years) in implementing complex statewide or large-scale programs or projects that involve partnering with multiple and divergent groups or individuals, such as federal, state or local governments or political subdivisions, local community-based organizations, or public or private agencies. The risks and rewards of success or failure must have been substantial.
- Significant experience (3 to 7 years) interacting on a professional level with federal, state, or local government divisions or agencies, diverse and multi-ethnic communities, and elected officials, including the Legislature and the Governor's Office.
- Significant experience (3 to 7 years) in developing statewide policies for health and human services delivery systems, preferably related to offender programming, employment and/or the employment of other individuals who have employability challenges.
- Demonstrated experience (3 to 7 years) in a leadership, management, or supervisory position requiring the ability plan, organize, and direct multidisciplinary staff; knowledge of budgetary, personnel, contracting, and business practices; knowledge of customer service, training, motivating staff, recognition, and progressive discipline; and a manager's role in contributing to and achieving an equal opportunity workplace.

- Significant experience (3 to 7 years) in convening high-level councils or workgroups, report writing, and meeting facilitation skills.

COMPENSATION AND BENEFITS

The State of California benefit package may include:

- Retirement contributions into the California Public Employees' Retirement System (CalPERS)
- Vacation and sick or annual leave
- Professional Development Day – two days per fiscal year
- Medical, dental and vision insurance
- Life insurance basic coverage of \$50,000 for managers and \$25,000 for supervisors, confidential and excluded employees.
- 11 holidays plus one personal day per year
- Voluntary enrollment into a deferred compensation program, Long Term Disability Insurance, Long Term Care Insurance, Group Term Life Insurance, and a Legal Services Plan

EXCLUDED EMPLOYEE RELOCATION CRITERIA

Applicants may be eligible for reimbursement of relocation expenses for lodging, meals, incidentals, mileage, and moving and storage. Applicants must meet qualifying relocation criteria in accordance with the guidelines set forth by the Department of Personnel Administration.

THE DEPARTMENT

The California Department of Corrections and Rehabilitation operates all state youth facilities and adult institutions, oversees a variety of community correctional facilities and camps, and supervises all parolees during their re-entry into society. The Department's headquarters office is located in Sacramento, California.

REVIEW AND SELECTION PROCESS

An executive screening committee will conduct a review of all resumes following the final filing date. Candidates with the most desirable qualifications will be invited for interviews. Interviews will be held in Sacramento, California. The Deputy Director, Division of Rehabilitative Programs serves at the pleasure of the Governor and is an "Exempt" position, therefore appointment to this position and salary are subject to executive approval.

HOW TO APPLY

Qualified persons must complete and file an appointment application from the Office of the Governor. File the application on-line with the Governor's Office. Qualified persons must also submit a resume of qualifications and experience, and three professional references (names and telephone numbers) to **Jasmin Williams**, Office of Executive Appointments, California Department of Corrections and Rehabilitation at P.O. Box 942883, Sacramento, California 94283-0001 or in person at 1515 S Street, Room 100-S, Sacramento, California. For

further information regarding this position, please contact Jasmin Williams at (916) 445-9287 or Jasmin.Williams@cdcr.ca.gov.

Appointment applications from the Office of the Governor may be obtained through the Governor's Office website at: www.gov.ca.gov or www.gov.ca.gov/appointments

Note: If you previously submitted a Governor's application online for an Exempt position, it is not necessary to complete another online application. However, you must submit a letter of interest to the Office of the Governor, State Capitol Building, Sacramento, CA 95814 (Attn: Appointments Office). The letter of interest must state the position(s) for which you are interested in if it has changed from when you originally submitted the online application, along with a current resume. You must also submit your resume and references to the Office of Executive Appointments as noted above in "How to Apply."

DEPARTMENT OF CORRECTIONS AND REHABILITATION

*Vision: The overarching **vision** is to end the causes and tragic effects of crime, violence, and victimization in our communities through a collaborative effort that provides intervention to at-risk populations and quality services from the time of arrest that will assist our clients in achieving successful reintegration into society.*

*Mission: The overarching **mission** is to improve public by safety through evidence-based crime prevention and recidivism.*